



# FAIRBANKS NATIVE ASSOCIATION, INC

## Job Description

**Job Title:** Detox CNA  
**PCN:** P306  
**Level:** Level 3 Professional/Technical-Entry Professional  
**Status:** Non-Exempt  
**Position Reports to:** Detox Coordinator

*"This job description is not an employment agreement or contract. Management has the exclusive right to alter this job description at any time without notice. FNA is an at-will employer."*

**Job Summary:** Assists and attends to the needs of clients who are undergoing the detoxification process from either drugs and/or alcohol by providing a safe environment under the supervision of the Detox Nurse. Provides clerical and housekeeping support for the Detox Unit.

### Essential Functions:

Provides professional care to the clients under the supervision of the Detox Nurse and/or the Detox Coordinator. Admit or discharges clients at supervisor's request.

Assists in maintaining the general cleanliness of the unit and dining area. Cleans as needed and scraps and stacks dishes after meals.

Assures all food is covered and refrigerated within twenty (20) minutes after arrival on the unit.

Strips, cleans and remakes the beds as clients are discharged. Washes and dries bed linens, client scrubs and towels. Returns laundered items to proper storage areas.

Provides general housekeeping duties to maintain a clean environment in Detox.

Launders personal clothing of designated clients.

Provides motivational counseling to clients as needed for assisting the client in the selection of educational videos and reading materials.

Performs and documents vital signs as requested by the Detox Nurse and/or the Detox Coordinator.

Performs drug testing including urinalysis and BAC.

Notifies supervisor to order supplies for drug testing, before the supplies are limited.

May be requested to accompany the CSP Driver to pick up a client, if necessary.

Participates in staff meetings and training sessions.

Reports any observations and/or concerns to the Detox Nurse and/or Detox Coordinator.

The incumbent of this position must work well under pressure, meeting multiple and conflicting deadlines. The incumbent shall at all times demonstrate cooperative behavior with colleagues, supervisors and clients.

Performs other job-related duties as assigned.

**Specifications:**

Qualifications:

Current State of Alaska CNA (Certified Nurse's Aide) certification

One (1) year of work experience with alcoholic clients in a residential treatment setting preferred.

Current CPR / First Aid Certification.

Within one year of hire, become certified in Crisis Intervention Management Training.

Demonstrated ability to interface with clients who may be under-going withdrawals from alcohol and/or drugs and may suffer from other medical or psychological complications, particularly in a crisis situation.

Strong understanding and sensitivity to diverse cultures and lifestyles, with demonstrated experience working effectively with Alaska Native populations.

Continued employment status (post job offer) will be contingent upon employee providing certification of tuberculosis screening and medical certification that employee does not, because of infectious or communicable disease, pose a direct threat or significant risk to the health and safety of program participants or others in the workplace.

Continued employment status will be contingent upon satisfactory completion of a criminal background investigation and the pre-employment drug testing policy.

Driving Requirements:

None

Physical Demands:

Frequent standing, sitting, and walking. Occasional twisting, stooping and bending.

Requires frequent exertion of up to 10 lbs.; occasional exertion of 10-25 lbs.; occasional exertion of 50-100 lbs. to help lift or support a client.

Working Conditions:

Works in environment where protection of client confidentiality is essential.

Schedules may be irregular to include nighttime and weekends.

Intermittent exposure to extreme weather conditions, as well as potential for mechanical hazards associated with the operation of a motor vehicle in bad weather conditions.

Contacts:

Contacts with clients who are dealing with emotional and physical challenges.

Contacts with staff members and outside agencies to include but is not limited to: Fairbanks Police Department, Fairbanks Memorial Hospital, and Chief Andrew Isaac Health Center.

I, \_\_\_\_\_, have received, reviewed and completely  
(Please print name)  
understand the entire contents of this job description.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date